

**Workforce Investment Board  
Executive Committee  
1880 W. Wardrobe Ave  
August 4, 2008, 7:30-9:00 a.m.  
Meeting Minutes**



<http://www.co.merced.ca.us/wi/wib/wib.html>

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**Members Present:**

Kathleen Crookham	Edward Dietz	Rennise Ferrario	Albert Montejano (Chair)
Alfonse Peterson	Vann (Mike) Smith		

**Members Absent:**

Steve Newvine	Al Romero
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**Others Present:**

Andrea Baker	Brian Cutler	Dee Knight	Alfredo Mendoza
Joanne Presnell			

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1. Call to Order/Roll Call: The Chair, Mr. Albert Montejano, called the meeting to order at 7:35 a.m. Roll call was taken.
  2. Approval of Agenda: It was *M/S/C Peterson/Ferrario* to approve the agenda as published.
  3. Approval of Minutes: It was *M/S/C Smith/Crookham* to approve the July 7, 2008 minutes.
  4. Public Opportunity to Speak: None.
  5. Action Agenda:
    - a. Domain Name for Workforce Investment Board Website: It was *M/S/C Ferrario/Dietz* that the website domain name would be mercedwib.com.
    - b. Merced County Comprehensive Economic Development Strategy (CEDS): It was *M/S/C Crookham/Ferrario* that Mr. Robert Harmon would be asked to attend the final review on Wednesday, Aug 20, 2008. If Mr. Harmon cannot attend, the Chair would be the Workforce Investment Board (WIB) representative.
  6. Discussion:
    - a. Recruitment of Private Sector Members: Staff noted private sector representation is at 54%. If two members leave, the WIB would be below the 50% mandate. The WIB is below the mandate for labor union representation. WIB members were encouraged to recruit both private sector and labor union individuals. Contact staff with the name of anyone interested, and staff would provide the individual with the necessary information and take them through the process.
    - b. Workforce Investment Board Strategic Scorecard Review: Staff went over the categories for review. The following was suggested under Customer Perspective, Section 1.a. (Employer Survey):
      - o Send a Zoomerang survey to the employers.
  7. Information:
    - a. Youth Council Report: Ms. Rennise Ferrario noted the Youth Council will have the following presentations at its Aug 19<sup>th</sup> meeting:
      - o Merced County Housing Authority – A Youth Opportunity Program (YOP) student presenting.

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- New Hope Merced – Mr. Sam Rangel presenting.
- Tulare County Youth Website – Ms. Eldonna Caudill presenting.

Staff provided members with a copy of the YOP Yearbook, which is a project put together by the students. There is a page listing the names of all Youth Council and WIB members.

Staff also provided members a copy of the Merced Sun-Star article regarding Congressman Cardoza's bill on foster youth and job training. There was no mention of the local WIB in the newspaper article. The Chair will send Congressman Cardoza a letter noting that federal Workforce Investment Act funds, administered by the WIB, provide YOP students the necessary tools to prepare them for the workforce.

- b. Fiscal Reports: Ms. Andrea Baker answered questions regarding the Admin carryover funds.
- c. Participant Reports: It was requested that staff add a paragraph summarizing the information, and note any item of interest.
- d. Customer Service and Satisfaction Report FY 07/08.
- e. Integrated Service Delivery Model.
- f. 2 Million Minutes (Save the Date Flyer).
- g. WIB Resignation – Thomas Tsubota.

8. Director Comments: Ms. Andrea Baker provided a pamphlet from the Valley Bioscience Coalition, a partnership of Stanislaus, San Joaquin and Merced Counties, which notes the commitment of the Coalition, membership opportunities and some "Quick Facts" of the Coalition. The research grant received is primarily to purchase the services of an expert to do a study of the biotechnical needs of the Valley. Frost and Sullivan, an international company in Palo Alto, CA, has been hired to do the study.

There has been a reduction in the Department's CalWORKs contract with Human Services Agency. To reduce the Dept's cost, staff who worked in Livingston has been moved to other units, and we are working with County Administration to fill some of our open positions. The Dept will pick up part of the cost of the Los Banos PLATO Lab with WIA funds.

The results of the Regional survey will soon be out in draft format, and the WIB will be provided a copy. Also, WIA has been put into the new stimulus package for summer youth, youth programs and dislocated workers.

A Zoomerang will be sent to members regarding the WIB retreat date. The date Ms. Virginia Hamilton is available to facilitate is either Friday, October 17<sup>th</sup>, or after the regular WIB meeting on November 13<sup>th</sup>.

9. Chair Comments: The Chair thanked everyone for attending the meeting, for their input and discussion of the items. He noted the committee would soon be receiving a timeline of the certification process.

10. Next Meeting: September 8, 2008, Dept of Workforce Investment Large Conference Room, 1880 W. Wardrobe Ave.

11. Adjourn: The meeting adjourned at 8:46 a.m.